



**CITY OF AUBURN
PUBLIC WORKS COMMITTEE**

May 3, 2010

DRAFT MINUTES

I. CALL TO ORDER

Chairman Rich Wagner called the meeting to order at 3:30 p.m. in Conference Room #1, located on the second floor of Auburn City Hall, One East Main Street, Auburn, Washington. Committee members present were: Chairman Rich Wagner, Vice-Chair Sue Singer, and Member Bill Pelozo. Also present during the meeting were: Mayor Peter B. Lewis, Councilmember John Partridge, Public Works Director Dennis Dowdy, City Engineer/Assistant Director Dennis Selle, Assistant City Engineer Ingrid Gaub, Utilities Engineer Dan Repp, Director of Human Resources/Property & Risk Management Brenda Heineman, Director of Information Services Lorrie Rempher, Employee Relations/Compensation Manager John Fletcher, City Attorney Dan Heid, Principal Planner Elizabeth Chamberlain, Engineering Aide Amber Mund, Project Engineer Robert Lee, Transportation Planner/Grants Manager Chris Hankins, Project Engineer Jacob Sweeting, Transportation Planner Joe Welsh, Traffic Engineer Pablo Para, Robert Whale from the Auburn Reporter, Citizens Wayne Osborne and Nick Perius, and Department Secretary Jennifer Rigsby.

II. CONSENT AGENDA

A. APPROVAL OF MINUTES

It was moved by Vice-Chair Singer, seconded by Chairman Wagner, that the Committee approve the Public Works Committee minutes for date, April 19, 2010.

Motion carried 2-0.

B. APPROVE RIGHT-OF-WAY USE PERMIT NO. 10-06 FOR THE AUBURN INTERNATIONAL FARMERS' MARKET

Engineering Aide Mund was present.

It was moved by Vice-Chair Singer, seconded by Chairman Wagner, that the Committee approve Right-of-Way Use Permit No. 10-06 for the Auburn International Farmers' Market.

Motion carried 2-0.

Member Pelozo explained that the colors on the map key were incorrect on the attached map, food vendor booths are toward the rear of the venue and the information booth is toward the front.

C. APPROVE FINAL PAY ESTIMATE NO. 11 TO CONTRACT NO. 05-17 IN THE AMOUNT OF \$8557.23 FOR A TOTAL CONTRACT PRICE OF \$3,977,371.97 WITH INTERWEST DEVELOPMENT NW, INC. AND ACCEPT CONSTRUCTION OF PROJECT NO. C504A, R STREET SE UTILITY IMPROVEMENTS

Project Engineer Lee reported that Project No. C504A is complete. There are three power poles on M Street SE that need to be relocated and they are the responsibility of Puget Sound Energy (PSE).

Chairman Wagner asked about the cost of Traffic Control Labor, line item 6 of the Final Pay Estimate. Project Engineer Lee stated that the contractor chose to construct most of the project under traffic and there were multiple traffic control crews needed due to a number of locations being constructed at one time. Lee reviewed the project schedule with the Committee. Lee stated there were two evening closures which included a sanitary sewer connection and on 17th Street SE and M Street SE, which was scheduled at night due to previous traffic congestion.

Project Engineer Lee discussed the Engineer's Estimate for the project and the Final Pay Estimate, in response to questions asked by Member Pelozo, clarifying that the quantities provided in the original contract are estimates and the City pays for the actual quantity used to complete the project. Mayor Lewis asked by what amount the project was over budget. Lee reported that the cost of the project came in under budget.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee recommend Council approve Final Pay Estimate No. 11 to Contract No. 05-17 and accept construction of Project No. C504A, R Street SE Utility Improvements.

Motion carried 3-0.

III. ISSUES

A. ORDINANCE NO. 6275 AMENDING SECTION 10.36.270 OF THE AUBURN CITY CODE, RELATING TO STOPPING, STANDING AND PARKING ON PLANTING STRIPS

Transportation Planner/Grants Manager Hankins briefed the Committee on the most recent changes to the ordinance.

Chairman Wagner asked how a "street tree" is defined, as referenced on page 6, item 2-A. Hankins answered a "street tree" is a tree within the planting strip and the ordinance is written to protect those existing trees. Chairman Wagner asked if the reference was clear enough. Assistant Director/City Engineer Selle stated there should be no issues with clarity and enforcement.

City Attorney Heid answered questions asked by Chairman Wagner regarding the language used in item 6-B, page 6 "...is able to be used for parking..."

City Attorney Heid stated there will be a change in the title of the ordinance so that it states all sections in the Auburn City Code which will be amended. Heid stated that this does not affect the language in the ordinance and does not require an agenda modification.

Transportation Planner/Grants Manager Hankins stated that Ordinance No. 6275 will be moving forward to Council following the Public Works Committee Meeting.

Member Pelozo asked about the standard for curbs. Assistant Director/City Engineer answered that the standard calls for vertical curbs, unless there is a special deviation or exception.

Assistant Director/City Engineer Selle answered questions asked by Member Pelozo regarding landscape strips being used for public parking.

Member Pelozo asked if the reference to "...side streets..." in item 3, page 6 includes intersections. Assistant Director/City Engineer Selle answered that it does include street intersections. Mayor Lewis stated that it also includes alleys. Member Pelozo asked if item 3

will apply to F Street SE. Director Dowdy answered that section 10.36.215 and the existing code as written in section 10.36.270 Prohibited Parking Places, would both apply to parking on F Street SE.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee recommend Council adopted Ordinance No. 6275.

Motion carried 3-0.

B. RESOLUTION NO. 4596 – AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE A LOCAL AGENCY AGREEMENT BETWEEN THE CITY OF AUBURN AND THE CITY OF BONNEY LAKE RELATING TO THE EMERGENCY WATER SYSTEM INTERTIE

Director Dowdy spoke about the issues being addressed by the new agreement with the City of Bonney Lake. Dowdy said that the new agreement will replace and supersede the terms of the old agreement. Director Dowdy reviewed the terms and conditions of the new agreement with the Committee. Dowdy said that the staff's goal is to have the agreement in place by summer, a time of increased water usage.

Chairman Wagner asked if a termination clause with a longer notice than the 60 days included in the new agreement was considered. Director Dowdy answered that 60 days of official notice is standard.

Member Pelozo asked if the agreement is new or a revision of the existing agreement. Director Dowdy answered that the agreement is totally new.

Vice-Chair Singer stated that she felt the agreement was very practical.

It was moved by Vice-Chair Singer, seconded by Member Pelozo, that the Committee recommend Council adopt Resolution No. 4596.

Motion carried 3-0.

C. RESOLUTION NO. 4595 AUTHORIZING THE MAYOR TO EXECUTE A LOCAL AGENCY AGREEMENT BETWEEN THE CITY OF AUBURN AND THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION RELATING TO PROJECT NO. C201A, M STREET SE GRADE SEPARATION

Project Engineer Sweeting explained that Resolution No. 4595 authorizes the Mayor to accept the obligated federal appropriation grant funds, in the amount of \$749,872.00, from the state. Sweeting explained that the Washington State Department of Transportation (WSDOT) is the agency that is administering the federal funds.

Project Engineer Sweeting responded to questions asked by Chairman Wagner regarding the FMSIB funding. Sweeting stated that the funds from FMSIB are for construction only and the \$749,872.00 of funds from the federal grant authorized by Resolution No. 4595 will be used for Right-of-Way acquisition.

Project Engineer Sweeting reviewed the Local Agency Agreement Supplement table, column 5, Estimated Federal Funds, in response to questions asked by Chairman Wagner. Sweeting stated that column 5 shows only funds that are currently obligated and those that were obligated in the past through WSDOT. Chairman Wagner asked where the funds in column 4, Estimated

Agency Funds are coming from. Sweeting answered the majority of the funds are from Traffic Impact Fees, but include traffic mitigation fees and REET2 funds.

Project Engineer Sweeting reviewed column one of the table, following questions asked by Member Pelosa. Member Pelosa asked which consulting group is working on the project. Sweeting answered CH2MHill. Sweeting defined the Non-participation line items on the table. Sweeting stated that the line item represented non-federal grant funds which were spent on consultant fees.

It was moved by Vice-Chair Singer, seconded by Member Pelosa, that the Committee recommend Council adopt Resolution No. 4595.

Motion carried 3-0.

IV. DISCUSSION AND INFORMATION

A. STAFF PLAN TO FINANCE RIGHT-OF-WAY FOR M STREET SE GRADE SEPARATION PROJECT

Director Dowdy spoke about the funds, for the M Street SE Grade Separation Project that are expected from the Freight Mobility Strategic Investment Board (FMSIB). Dowdy said that the director of FMSIB notified the City that the project needs to get to construction this year in order for FMSIB to continue to maintain the funds for the project. Staff met with the Finance Department and worked on a plan to get the project to the construction phase. There will be a budget amendment later in the year that will allow the City to fully fund the Right-of-Way acquisition for the project. Director Dowdy stated that once the Right-of-Way is acquired, it will be easier to obtain the construction funding from the other supporting agencies.

Assistant Director/City Engineer Selle clarified that "get to construction this year" means demonstrating that the construction funding for the project is in place this year. Construction is not anticipated until late 2011.

The Committee and staff discussed the reallocation of Traffic Impact Fees, Traffic Mitigation Fees and REET2 to fund the Right-of-Way acquisition for the project this year and how the funds will be moved forward. Traffic Engineer Para discussed how the reallocation of funds may affect the West Valley Highway Project, following questions asked by Vice-Chair Singer. Mayor Lewis stated that Finance Director Coleman was confident that the City will collect the Traffic Impact Fees needed to move forward with the West Valley Highway Project.

The Committee and staff discussed the M Street SE Project's budget shortfall and the funds that can be applied for once the Right-of-Way is acquired and the project is ready for construction. Project Engineer Sweeting reviewed the funding sources for the construction phase with the Committee.

The Committee and staff discussed the consequences, and possible loss of FMSIB funds, if the project does not move forward as proposed by staff.

Project Engineer Sweeting spoke about the application that staff is currently completing for the Public Works Trust Fund Loan, which could be used to fund the construction of the project if the other funding options are not secured.

B. RESOLUTION NO. 4953 AMENDING THE CITY OF AUBURN FEE SCHEDULE, TO ADJUST FOR INFORMATION SERVICES AND GIS FEES

Director of Information Services Rempher explained there will now be a minimum fee on one hour for information services and GIS because that is the average amount of time it takes to gather the data for a request, following questions asked by Chairman Wagner.

Vice-Chair Singer pointed out that the minimum fee charge had been stuck from the resolution. Director Rempher stated that was an error and she would speak to the City Attorney about correcting it prior to the City Council Meeting.

Director Rempher responded to questions asked by Vice-Chair Singer regarding a situation about GIS fees that the Council recently reviewed. Rempher explained that the current technology allows staff to gather information more quickly and the former fees were based on older technology. Staff reviewed fees from other jurisdictions and the fees proposed are comparable.

Member Pelosa pointed out some typographical errors in the resolution.

Mayor Lewis answered questions asked by Member Pelosa regarding the fee for baseball park lighting.

The Committee supported Resolution No. 4953 moving forward.

C. CONSULTANT AGREEMENT AG-C-386 WITH MAKERS FOR THE DESIGN AND CONSTRUCTION SERVICES FOR THE CITY HALL PLAZA

Principal Planner Chamberlain stated the consultant agreement is for the final design and construction for the City Hall Plaza. Staff worked with the Downtown Redevelopment Committee about a year ago on the conceptual plan and the final design is ready to move forward.

Chamberlain reviewed the scope of the consultant agreement with the Committee. Included are two conceptual designs for extension of the plaza, south to the Marvel building property, as well as identifying and repairing the drainage problem, improving lighting, creating more inviting gathering space, and redoing low level pavement in the existing plaza.

Principal Planner Chamberlain said there is an aggressive schedule for the project in order to get started on construction by August 1, 2010. The Committee and staff discussed how construction of the plaza may affect downtown events. Chamberlain stated staff is working with Parks and Recreation Director Faber to try and coordinate construction and events.

Principal Planner Chamberlain answered questions asked by Chairman Wagner about the Alternative Analysis provided by the Mayors' Institute and their concept of having an expanded plaza. Chairman Wagner stated that he did not support an expanded plaza design.

The Committee and staff discussed demolition and development options for the Marvel Building Site.

Vice-Chair Singer stated that she would like to see the cherry trees on the site relocated. Principal Planner Chamberlain stated she would ask staff to look at the cherry trees and determine if they can be relocated and the cost for relocation.

Chairman Wagner spoke about his support of the plaza project. Chairman Wagner stated that he has come to the conclusion that the project will help tie together the two City Hall locations and help to create a stronger sense of community.

Mayor Lewis answered questions asked by Member Pelosa regarding the developer under contract with the City for the Auburn Junction Project.

Principal Planner Chamberlain answered questions asked by Chairman Wagner regarding the project review process. The project will go back to the Downtown Redevelopment Committee for review. Chairman Wagner asked about citizen involvement. Chamberlain stated there is no citizen review currently scheduled however there has been a lot of outside input during the projects conceptual design phase.

D. RESOLUTION NO. 4594 ACCEPTANCE OF ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT IN THE AMOUNT OF \$3,000,000.00 FOR THE SOUTH DIVISION STREET PROMENADE PROJECT

Principal Planner Chamberlain explained that Resolution No. 4594 will allow for acceptance of the \$3M Economic Development Administration (EDA) grant for the Promenade Project. Chamberlain reviewed the attachments with the Committee.

Chairman Wagner asked if a consultant had been chosen. Chamberlain answered KGP was the consultant selected. Chamberlain answered questions asked by Chairman Wagner regarding the project's scope of work. Chamberlain stated that KGP has just finished an EDA funded project in the City of Snoqualmie and they have experience with projects that are very similar to the Promenade Project. Chairman Wagner warned against not focusing enough on the utilities work included in the project.

Chairman Wagner spoke about previous concrete technologies and the summer contract staff member who will be assisting staff in review of the use of previous concrete technology in the Promenade Project.

E. KNICKERBOCKER DRIVE TREE ISSUE (Welsh)

Transportation Planner Welsh reported that the City Arborist looked at the trees that were reported to the City on April 5th, on Knickerbocker Drive. The trees were identified as needing to be removed or monitored. The Streets Manager then contracted with a company, Agro, who removed the tree in the public Right-of-Way and the additional two trees that were on private property. All three trees were removed by April 27th.

Transportation Planner Welsh discussed the tree examination process, following questions asked by Member Pelosa. Welsh stated requests to have trees examined are received about once a month and the requests are taken very seriously by City staff due to safety concerns.

Vice-Chair Singer suggested that the contractor be asked to do a better job cleaning up following tree removal.

Member Pelosa asked that some trees on Lea Hill, going up on 105th Street, be examined. Welsh stated in that location there are approximately six trees marked for removal.

F. F STREET SE INTERSECTION PARKING ISSUE

Traffic Engineer Para reported that staff investigated the parking situation at the intersection of F Street SE and 7th/8th Street SE and there were in fact cars parked that were affecting the sight distance at the intersection. Staff spoke with the Auburn Police Department and asked that the existing code for intersection parking restrictions be enforced. It appears that drivers have been complying with the parking requirements after having received citations. Para provided photographs of the intersection which demonstrated the parking compliance.

G. CAPITAL PROJECT STATUS REPORT

Item 6 – Project No. CP0731 – 2007 Sewer Repair and Replacement: Member Peloza asked if the project name indicated how long the project has been in progress. Assistant City Engineer Gaub answered that the design for the project began in 2007 and construction started in 2009.

Item 17 – Project No. C201A – M Street SE Grade Separation Project: Chairman Wagner asked Assistant City Engineer Gaub to clarify the funding gap for the project. Assistant City Engineer Gaub explained that there is a \$2.2M gap in the Right-of-Way funding, the proposal discussed earlier in the meeting for funding this gap is not accounted for in the total budgeted show on the CPS Report. Once the \$2.2M is funded, there is a remaining \$6.8M funding gap in construction.

Item 24 – Project No. CP1005 – Downtown Promenade Development: Assistant City Engineer Gaub answered questions regarding the EDA percentage reimbursement, following questions asked by Chairman Wagner.

Member Peloza asked why the work that is going to be completed on I Street is not included on the CPS Report. Assistant City Engineer Gaub stated that the I Street work is included in Item 21 – 2010 Arterial/Collector Pavement Preservation Project. The list of streets for this project has not yet been included on the CPS Report.

H. ANIMAL CARE AND CONTROL

Director of Human Resources/Property & Risk Management Heineman discussed the different options and models for handling City animal control with the Committee.

The Committee reviewed the financial model for continuing service through King County. Heineman discussed ways that the City could reduce the cost of animal control. Heineman reported 18% of citizens have their dogs licensed and if the amount of licenses increased by 9,000, cost of animal control would be recovered.

Vice-Chair Singer suggested spending funds on a licensing marketing program rather than the Enhanced Services proposed by staff. Director Heineman spoke about the pet licensing marketing program developed by King County to assist the City. Mayor Lewis stated that pet licensing will also be discussed at all future neighborhood meetings.

Director Heineman discussed the possibility of creating a sub-regional animal control model with interested surrounding jurisdictions.

Chairman Wagner asked if there are significant collections of fines for unlicensed pets. Director Heineman said she would have to get that data from the County. Chairman Wagner stated that he supports a zero-tolerance policy for unlicensed pets.

Director Heineman discussed some of the difficulties in developing an animal control model. Vice-Chair Singer asked if there are any locations in the City that are zoned to allow the sheltering of pets. Mayor Lewis answered there are locations however there are no organizations willing to provide sheltering services at this time.

Vice-Chair Singer asked if staff had dealt with the issue of pets with addresses outside of the City being charged to the City when impounded. Director Heineman answered that staff is still working with the County on the issue.

Mayor Lewis asked if the County was going to provide the City with pet collection data on a monthly or quarterly basis. Heineman answered that staff requested the data be submitted to the City on a monthly basis to allow City staff to perform independent analysis of the data.

Member Pelosa spoke about the benefits of having animal control officers available in the City and the benefits of adding additional officers. Member Pelosa requested data regarding animal control in the City be presented at the next Municipal Service Meeting.

Animal control and care will be further discussed at the Council Meeting.

V. ADJOURNMENT

There being no further business to come before the Public Works Committee, the meeting was adjourned at 5:19 p.m.

Approved this _____ day of _____, 2010.

Rich Wagner
Chairman

Jennifer Rigsby
Public Works Department Secretary